

LAKE HAVASU CITY, ARIZONA

CLASS SPECIFICATION

CLASS TITLE: Utility Worker II/Plant Operator

BAND	GRADE	
NE	619	
DEPARTMENT: Varies	ACCOUNTABLE TO: Field or Utility Supervisor	FLSA STATUS: Non-Exempt
CLASS SUMMARY: Incumbents are responsible for performing journey level work in the water and wastewater divisions. Duties may include: performing installations, repairs and inspections on various equipment such as water equipment, wastewater equipment and collection equipment; operating and performing maintenance on various light to heavy equipment; performing standard construction activities; and conducting daily inspections of various water, sewer and electrical equipment.		
DISTINGUISHING CHARACTERISTICS: This is the second level of a five level utility series. The Utility Worker II is distinguished from the Utility Worker I by its responsibility for performing journey level duties on an on-going basis. It is further distinguished from the Utility Lead in that the Lead has lead responsibilities over work crews on an on-going basis.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary. The job description does not constitute an employment agreement between the employee and the City and is subject to change as needs and job requirements change.)	FRE-QUENCY	
1.	Performs installations and repairs on water and sewer equipment by locating water lines; witnessing field calibration of sewer flow meters; collecting water and industrial waste samples; maintaining pump operations and gas engines; inspecting and approving interceptor and grease traps; inspecting and testing backflow assemblies; installing fire hydrants and fire lines; flushing systems; repairing fire hydrants; repairing, installing and/or replacing valves; investigating water leaks; repairing water mains; and installing service from water main to meter.	Varies	

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2.	Operates and performs maintenance on various light to heavy equipment involved in the maintenance and upkeep of grounds and streets, such as street sweepers, sand trucks, path trucks, lawn mowers, service trucks, backhoes, cranes, graders, front-end loaders and dump trucks.	Varies	
3.	Performs standard construction activities which includes plumbing repairs, drywall repairs, painting, welding, fabrication, replacing lighting fixtures, carpentry work and roofing.	Varies	
4.	Conducts daily inspections of various water, wastewater and electrical equipment and station locations by checking and recording levels; makes proper adjustments; inspects and unlocks new irrigation or new construction backflow assemblies.	Varies	
5.	Performs Operator duties in the water or wastewater plant to include: operating and maintaining equipment, collecting samples, monitoring treatment processes and making appropriate adjustments, maintaining plant records and performing landscaping activities.	Varies	
6.	Performs installations and repairs on wastewater equipment by installing, sewer taps and shoring.	Varies	
7.	Performs maintenance activities on collection equipment by performing repairs, lubricating equipment, televising collection lines and calibrating equipment.	Varies	
8.	Collects and verifies information from public, receives complaints from public and notifies public of work activities.	Varies	

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9.	Completes and maintains required records and reports and informs supervisor of problems with daily activities; maintains as-built drawings; reviews business licenses for industrial waste compliance; prepares cost estimates; maintains annual testing program and records of backflow assemblies; corresponds with the public.	Daily	
10.	Performs other duties of a similar nature or level.	As Required	

Knowledge (position requirements at entry):

Knowledge of the following depending on area of assignment:

- Methods, materials and equipment used in construction, water or wastewater maintenance;
- Water systems;
- Sewer systems;
- Wastewater and/or water treatment plant operations;
- EPA discharge limitations; federal, state and local regulations relative to area of assignment;
- Basic construction methods, including electrical systems, pipefitting, welding and fabrication and masonry;
- Safety precautions;
- City codes and ordinances, traffic laws, blue stake laws, and water/sewer systems regulations;
- Sampling and collection procedures.

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Skills (position requirements at entry):

Skill in the following depending on area of assignment:

- Maintaining, inspecting and repairing equipment;
- Using hand and power tools;
- Using testing equipment;
- Using computers and related software applications;
- Reading and interpreting blueprints;
- Performing mathematical calculations;
- Performing construction related activities;
- Performing standard testing;
- Reading and interpreting drawings and specifications;
- Operating various equipment related to area of assignment;
- Performing traffic control;
- Installing, repairing and operating water and sewer systems or wastewater plant equipment;
- Using and storing chemicals;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Training and Experience (position requirements at entry):

High School diploma or General Equivalency Diploma (G.E.D.) and three years of experience working in a water or wastewater function performing duties such as those listed above; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (position requirements at entry):

Positions require:

- Valid Arizona Driver's License.

Positions will require the following certifications depending on assignment as follows:

Water Division

- Water Distribution or Treatment II Certification.

Water Division – Plant Operator

- Treatment III Certification.

Wastewater Division

- Wastewater Collections or Treatment II Certification.

Wastewater Division – Plant Operator

- Treatment III Certification.

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Licensing Requirements – continued

Positions may also require one or more of the following licenses depending on area of assignment:

- Confined Space/Training and Shoring Certification;
- Closed Circuit Television Certification;
- Arizona Cross Connection Control Program Testing Certification;
- Valid State of Arizona Driver's License with Commercial Endorsement and/or Hazardous Materials Endorsement;
- Forklift Certification;
- Flagger's Certification;
- Hazardous Materials Certification.

Physical Requirements:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

Classification History:

Draft prepared by Human Resources/Risk Management (jls)

Date: 07/07; Rev 4/08 (sjp)